

ALMELEY PARISH COUNCIL

To members of the Council:

You are summoned to attend an extraordinary meeting of Almeley Parish Council called by the Chairman under the provisions of Standing Order 6(a) to be held on Wednesday 2nd September 2026 at 8 p.m. at Almeley Village Hall, Almeley, Herefordshire, to consider the business set out below.

Dr David Thame
Clerk to the Council
26th August 2026

AGENDA

2026/33. Apologies for absence

2026/34. Declarations of Interest/Requests for Dispensations

2026/35. Minutes

To approve as a correct record the minutes of the meeting held on 22nd July 2026 (copies previously circulated).

2026/36. Chairman's Announcements

2026/37. Public Session (15 minutes)

To receive a report from the Herefordshire Ward Councillor, and to hear the views of local residents on parish matters.

2026/38. Defibrillator

To consider relocating the defibrillator, and if necessary the acquisition of replacements/sundries

2026/39. Public Rights of Way

To consider maintenance of public rights of way and the next steps on the provision of bridges, following the successful application to the Herefordshire Council Public Rights of Way Fund.

2026/40. Lengthsman

To consider tasks for the lengthsman, including grass cutting.

2026/41. Traffic Regulation Order: Woonton A480

To consider Herefordshire Council's response.

2026/42. Bus Shelter

To consider Herefordshire Council's response.

2026/43. Audit Reports

To receive and consider the external auditors report.

2026/44. Budget

To consider appointing councillors to consult with the Clerk in the preparation of a draft budget for consideration at the November meeting.

2026/45. Employment

To consider referring the Clerk's letter (circulated) to a meeting between the Clerk, Chairman and Vice Chairman, for subsequent report to the November meeting, with the aim of satisfying Financial Regulation 4.2 (Budgets for salaries and wages, including employer contributions shall be reviewed by the council at least annually in October for the following financial year).

2026/46. Financial Report

To consider the report of the Clerk/Responsible Financial Officer (attached).

To appoint a Councillor to conduct the quarterly verification of bank reconciliation to 30th September 2026.

To consider the following invoices for payment:

PV111	PKF (External Auditor)	£252.00
PV112	GWG Tree & Garden Care (mowing, June)	£240.00

To confirm the following payments made since the last meeting under delegated powers or earlier resolutions:

PV113	Salary tax month 5	£502.61
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To note the following payment made via direct debit:

PV107	HMRC Tax month 4	£157.31
PV114	HMRC Tax month 5	£157.51

2026/47. Dates of future meetings

To resolve that the meeting scheduled for 23rd September will not take place, and that further meetings, in addition to those already planned, take place as follows:

Wednesday 20th January 2027
Wednesday 17th March 2027
Wednesday 19th May 2027